

PLAN COMMISSION MEETING
OCTOBER 3, 2017 - 5:00 P.M.

Members Present: Mike Kastens, Mike Montello, Ron Volkert, David Wilford, David Tyvoll and Sarah Skinner (ex-officio)

Members Absent: Fred Horne and MaryKay Rice

Others Present: Jeremiah Wendt, Tanya Batchelor, Dan Licht, Mike Darrow, Ron Derrick and Edward Eichten.

Mike Montello called the meeting to order and roll call was taken.

Mike Kastens moved to adopt the agenda as presented, seconded by David Tyvoll and carried.

Mike Kastens moved to approve the minutes of the previous meeting on September 5, 2017, seconded by David Tyvoll and carried.

Public Hearing

Mike Montello declared the Public Hearing open to discuss the following:

- a) Application from Haffner Construction to repeal the PUD Planned Unit Development preserved by Section 121-9.B.3 of the Zoning Ordinance. Property is located along the east side of 140th Street and along the north and south sides of the railroad tracks and described as 1) Parcel #1 261-1288-62-997 SEC 2 T30N R18W PT NE NE BEING RICH RIVER TRAILS ('04) OUTLOT 13; 2) Parcel #2 261-1288-62-998 SEC 1 T30N R18W PT N 1/2 NW 1/4 BEING RICH RIVER TRAILS ('04) OUTLOT 14; 3) Parcel #3 261-1288-62-999 SEC 1 T30N R18W PT N 1/2 NW 1/4 BEING RICH RIVER TRAILS ('04) OUTLOT 15.

Dan Licht explained the Planned Unit Development amendment would remove 23 acres south of the railroad tracks from the PUD and the zoning would then be Z2 Sub-Urban District. The Development Review Committee considered the Zoning Ordinance amendment request at their meeting on September 14, 2017. The DRC recommends approval of the requested Zoning Ordinance amendment removing the 23 acre parcel located east of 140th Street and south of the railroad right-of-way from the Rich River Trails PUD.

- b) Application from Willow River Bluffs LLC to:

1. Amend Section 121-9 of the Zoning Ordinance to preserve the PUD Planned Unit Development approved October 5, 2004.
2. Application from Willow River Bluffs, LLC, for Preliminary Plat and Final Plat development of 36 single-family lots.
Property is located on the west side of County Road A across from Creekwood Pines development and described as 261-1303-02-050 SEC 4 T30N R18W SE SE EXC N 225' OF E 400' & EXC CSM 2/598 & EXC PCL DESC IN DOC 797287 & EXC PT SE SE DESC IN DOC 811981 ANNEXED (08/01/05) FKA 026-1015-60 (54A) & EXC CSM 24-5620.

Dan Licht reviewed the application from Willow River Bluffs, LLC. The Development Review Committee considered the application at their meeting on September 28, 2017. The DRC recommends approval of a Zoning Ordinance amendment preserving a PUD for Willow River Bluffs, a preliminary plat, and a final plat consistent with the streets and utilities constructed for a first phase of development. Future phases to be subdivided within the subject site will also be governed by the PUD.

Mike Montello declared the Public Hearing Closed. Mike Kastens moved to recommend City Council approval of a Zoning Ordinance amendment removing PID 261-1288-62-999 from the Rich River Trails PUD, seconded by David Tyvoll and carried.

David Tyvoll moved to recommend City Council approval of a Zoning Ordinance amendment, PUD, preliminary plat, and final plat for Willow River Bluffs, subject to the following conditions:

1. The permitted, accessory, and conditional uses within the PUD shall be as allowed within the Z2 District.
2. Lots within the PUD shall comply with the following minimum requirements:
 - a. Lot width: 60 feet
 - b. Lot coverage: 40 percent
3. Principal and accessory building setbacks within the PUD shall be as provided for within the Z2 District.
4. Each lot shall be landscaped in accordance with Table 15 of the Zoning Ordinance. The developer shall submit a landscape plan for Outlots 1, 2 and 4 and the islands within the public right-of-way, subject to review and approval of City staff. Said landscaping shall be maintained by a homeowners association and the City shall assume no responsibility for damage to plantings within the public right-of-way.
5. Street construction plans and inspection of previously constructed streets shall be subject to review and approval of the Public Works Director; any repairs to existing streets and curb required by the Public Works Director identified after inspection shall be completed by the developer at their cost.
6. All grading, drainage, and erosion control issues shall be subject to review and approval of the Public Works Director; Outlot 3 shall be deeded to the City.
7. All utility issues, including inspection of previously constructed improvements, shall be subject to review and approval of the Public Works Director; any repairs to existing utilities required by the Public Works Director identified after shall be completed by the developer at their cost.
8. All drainage and utility easements are subject to review and approval of the Public Works Director.
9. Park dedication requirements shall be satisfied in accordance with the terms of the Park Board recommendation dated September 28, 2005 and agreed to by Platinum Development, with the developer credited for construction of trails within Outlots 1, 2, and 4, as well as future phases as recommended by the Parks Board and subject to approval of the City Council.
10. The developer shall submit documents establishing a homeowners association for the final plat, as well as future final plats, to be recorded concurrent with the final plat, subject to review and approval of City staff.

11. The developer shall execute a development agreement as drafted by City Attorney and approved by the City Council.

Motion was seconded by David Wilford and carried.

Dan Licht explained the Site Plan and Storm Water Review for Dr. Bernard. The proposed medical office building is an attractive development consistent with the City's goals for the West Richmond Way corridor within the New Richmond Business and Technical Park. The proposed site and building plans comply with the requirements of the Zoning Ordinance. The DRC reviewed the plans at their meetings on September 14 & 28, 2017 and recommends approval of the application subject to the conditions outlined in the memo. David Tyroll moved to approve the site plan for the Bernard Office Building, subject to the conditions listed below:

1. Section 121-55.I.2 of the Zoning Ordinance requires the developer to provide a financial guarantee equal to 125 percent of the cost for materials and labor for proposed landscape plan. The security is to be held by the City until it is verified that all plantings have survived through two winter seasons between October 31 and April 30.
2. The section details for the proposed parking surface are subject to review and approval of the Public Works Director.
3. Installation of any sign upon the property requires installation of a sign permit issued by the Building Inspector.
4. A photometric lighting plan identifying the type, location, height and illumination pattern and intensity of all proposed exterior lighting shall be submitted demonstrating compliance with Section 121-55 of the Zoning Ordinance, subject to review and approval of the Zoning Administrator.
5. All grading, drainage, erosion control issues are subject to review and approval of the Public Works Director:
 - a. Sheet C1.0:
 - (1) Wrap the silt fence up the driveway on either side of the tracking pad; this is the lowest point of the lot and without a "hook" sediment-laden stormwater will exit the site here.
 - b. Sheet C2.0:
 - (1) A storm manhole with curb casting shall be provided at the connect to existing storm location.
 - (2) Proposed storm pipe diameters must be shown and shall be 18" for the first run and 12" for the rest of the runs, subject to verification by the Public Works Director.
 - (3) The first storm manhole upstream of the connection to existing storm location must be relocated outside of the proposed driveway so that storm sewer can be extended to the east in the future to serve the parking lots for buildings #2 and #3.
 - c. Sheet C3.0:
 - (1) Provide a valley gutter through the driveway curb cut on Madison Avenue to ensure that the stormwater flows down the Madison

Avenue curbline. Width should be 6" wider than the existing curb along Madison Avenue.

- d. Calculations:
 - (1) Prepare construction site erosion control calculations for the WisDNR permit application, and provide a copy of those calculations to the City.
 - (2) Provide peak rate modeling for existing, currently proposed and future (with building #2 in place) conditions. This information would be needed to size the storm sewer and for tracking the capacity remaining at the regional pond.
- 6. All utility issues are subject to review and approval of the Public Works Director:
 - a. The utility plan shall include plans for the location and size of electric service for the building.
 - b. The six-inch water service line shall be flushed prior to construction of the exterior walls.

Motion was seconded by David Wilford and carried.

Phillips Medisize Grading Permit

Jeremiah Wendt explained Phillips Medisize is planning an addition to their existing building and is on a tight timeline. They would like to get started grading their lot while the Certified Survey Map and site plan review is in process. In order to take the time necessary to complete a thorough review, staff is proposing to allow them a temporary grading and erosion control permit. This would allow them to begin the excavation prior to the full site plan review at their own risk. A portion of the area is City owned. David Tyvoll moved to approve the temporary grading and erosion control permit, seconded by Ron Volkert and carried.

Mike Kastens moved to adjourn the meeting, seconded by David Wilford and carried.

Meeting adjourned at 5:30 p.m.

Tanya Batchelor
City Clerk